

GATWICK AIRPORT NOISE MANAGEMENT BOARD (NMB/13)

Wednesday 9th January 2019 - Hilton Hotel Gatwick

Meeting Minutes

Welcome and Introductions

1. The Chairman opened the thirteenth meeting of the Gatwick Airport Noise Management Board, welcoming participants and noting apologies for absence. He also drew attention to the imminent departure of Markus Biedermann the ANS representative, who is returning to Germany to take up a senior role at Munich Airport. NMB/13 will be the last NMB meeting that Markus will attend. NMB recorded their thanks for his contributions to the NMB and to the Review Committee, NMB also looks forward to working with the incoming ANS representative to NMB, Paul Diestelkamp, attending NMB/13 as an observer.
2. During his introduction, the NMB Chairman referred to the topics that were central to discussions at NMB/13, and which had developed since the prior meeting of the Board in September.
 - a. Firstly, progress with the NMB Review, now led by a Committee of the NMB, which following the issue of its report and recommendations at the Ad-Hoc meeting of the NMB on November 28th, had continued its work and would be updating NMB with its latest views.
 - b. Secondly, concerning the management of aircraft noise, the NMB Workplan 2019/2020, which has been adapted to reflect NMB feedback and which includes the RNN trial. NMB noted that the RNN trial could not now commence before January 2020.
3. The Chairman provided a brief overview of the NMB public meeting held in December and referred Members to the associated papers (NMB/13 IP20), he informed NMB that he had been particularly pleased that Robert Light, the new Head Commissioner of ICCAN had attended.
4. Lastly, the NMB Chairman noted that a number of important papers provided to NMB that would probably not be discussed in the meeting, including the Government's Aviation Strategy Green Paper, several noise performance reports, together with three papers related to the assessments of the balance of growth and noise, which had been prepared specifically to support broader understanding. The papers on noise metrics, ambient noise and Government Policy were nevertheless to be discussed at a follow-on meeting between GAL and CNG held on 14th January. NMB members were encouraged to familiarise themselves with those papers not discussed at NMB, and to provide any feedback to the NMB Chairman.
5. The NMB approved the proposed agenda for (NMB/13 WP01).

Agenda item 1: Approval of the Minutes of NMB/12

6. The draft Minutes of NMB/12 were opened for comment. The Secretary reported that the changes proposed by e-mail to the preliminary draft had been incorporated, as appropriate into the draft minutes (NMB/13 WP02).
7. No further changes to the draft minutes of NMB/12 were proposed, the minutes were then approved, adopted and are now published on the NMB web pages.

Agenda item 2: Review of Matters arising from NMB/12

8. The Secretary reported that each of the Actions arising from NMB/12, where appropriate, are now completed in accordance with the agreed timetable and closed. Any written material arising has been distributed to NMB using the Information Paper mechanism. Where a need for further discussion and strategic direction is a consequence of the NMB/12 actions, the topics are included in the agenda of NMB/13.
9. NMB/12 Action 1, NMB was briefed by (MA) a member of GAL's legal team on the application of the General Data Protection Regulations (GDPR) as they apply to the NMB.
10. The topic had arisen at NMB/12 in context of a paper prepared to support the planned discussion on persistent complaints. The paper contained copies of e-mails from a persistent complainer, and related exchanges addressed to GAL, the NMB leadership, various politicians and several NMB members.
11. RS repeated the view, indicated during NMB/12, that in his judgement, the provision of the subject paper to the NMB breached UK General Data Protection Regulations (GDPR).
12. The Secretary had reported to NMB/12 that he had sought preliminary legal advice from GAL, because the potential implications of GDPR to the NMB if interpreted as RS had indicated. The sharing of information openly among NMB members, a fundamental principle of the Board, could potentially be at risk.
13. The preliminary legal advice indicated that because the topic was of legitimate interest to the NMB in context of the planned Board discussion, and that there is a reasonable expectation that NMB distribution is limited to a password protected private file share site established for the NMB, that GDPR would not apply. Additionally, the material had already been introduced into the public domain during the original exchanges.
14. MA advised that while this preliminary advice is correct, and that the NMB Code of Conduct requires members to respect the confidentiality of information provided to NMB, the publication of an NMB Privacy Statement is also advisable. **NMB/13 Action 1**, for GDPR purposes, GAL to prepare an NMB Privacy Statement for publication on the NMB web pages.
15. The specific issues related to the persistent complaints which formed the basis for the NMB/12 paper are now being addressed by GAL, rather than the NMB.
16. NMB/12 Action 2 had called for CNG feedback to the NMB/12 IP12, the report of the NMB Reduced Night Noise Ad-Hoc Meeting, incorporating the Industry Response to Agreed Actions. PAGNE had provided the only response, which at their request will be circulated to NMB. **NMB/13 Action 2**, circulate to NMB the PAGNE response to NMB/12 IP12.
17. NMB took the opportunity at this point to review the current status of the proposed Reduced Night Noise (RNN) trial, that is intended to measure the actual noise effects of predictable, consistent approach profiles for aircraft.
18. NMB was informed that planning for the six-month RNN trial is continuing, with the expected schedule now being January to June 2020.
 - a. The required Statement of Need and Trial Plan have been submitted to CAA, who at this date had yet to schedule an Assessment Meeting.
 - b. The trial has been planned in accordance with the requirements of CAP1616 Guidance on the regulatory process for changing airspace design including community engagement requirements. No further formal engagement for this trial is planned.
19. Three CNG indicated that in their view, while the conditions and responses had been provided by GAL, several of their concerns had not been adequately addressed. LK and DM welcomed

- the planned trial, encouraging the development of a better understanding of the benefits of PBN for arrivals at Gatwick.
20. NM agreed to convene a further RNN meeting with the CNG to discuss their concerns. **NMB/13 Action 3**, Helios to convene a meeting with CNG to discuss RNN conditions and responses
 21. During discussion of NMB/12 Action 3, the breakdown of airline engagement time split between arrivals and departures. NM proposed that this item be closed, whereas MW wished to see the item remain open, because in his view departure noise performance is still an issue. This relates in MW view particularly to noise performance on Route 4, and the noise impact of possible changes to aircraft operating techniques. It was reported that as previously advised to NMB, that GAL has not specifically engaged on R4 due to the Judicial Review and the consequent Airspace Change Process soon to be initiated. Outliers, whether arrival or departure related are nevertheless addressed in the round by GAL through the FPT process for engagement with airlines, which is reported to and monitored by the FPT. NMB agreed **NMB/13 Action 4**, GAL to highlight to NaTMAG the ongoing views expressed by Plane Wrong regarding Route 4 Track keeping.

Agenda item 3: Review of NMB Constitution

22. The Review Committee to reported its methodology, findings and recommendations to the Ad-Hoc meeting of the NMB on November 28th 2018. The Committee's representatives led by the Chair, Helyn Clack, presented an overview of its work, findings, conclusions and proposed next steps to NMB members, and answered a wide range of related questions during the meeting.
23. NMB members attending the Ad-Hoc meeting discussed the Committee's report and responded with a number of points for the Committee to consider when developing the finer detail of the recommendations to NMB/13. Members had also been asked by the NMB Chairman to carefully review the written report provided by the Committee, and to provide any written feedback to the Committee by December 7th.
24. An updated table of recommendations, describing the developments since the Ad-Hoc meeting, is provided in NMB/13 IP05 section 2. Details of the Communications and Information Dissemination Working Group are included in Annex 2 of that paper.
25. The Review Committee reported that it has taken into account the points arising at the Ad-Hoc meeting and subsequent feedback. As a result, the Committee has recommended preliminary changes to the NMB Terms of Reference and reported that it has identified a number of areas in need of adaptation, including the Code of Conduct and majority voting rules. It has also provided further detail of a recommended structure for NMB fora.
26. The Committee has also determined that before it is able to propose related changes to the NMB Terms of Reference to take account of the wider membership aspects of the proposed NMB Community Forum, that further guidance on these aspects will be needed from the NMB.
27. The Committee, based on feedback from NMB members, recommended in its November report a twin-track structure, to involve more community representatives including local government. Feedback to the review also proposed reducing the size of the NMB Executive (NEX), while in the NMB Community Forum (NCF), increasing the breadth of community participation, such as additional CNG's, Parish Councils, District Councils and so on, while applying strong governance, independent Chairmanship and linkage to the NEX.
28. The Committee proposed as the next step that all NMB Community Noise Groups participating in the NMB Consensus Agreement form the initial membership of the NCF and as such develop more detailed proposals for NCF membership criteria.

29. Respecting feedback to the NMB review, the Committee also reported that the proposed NMB Community Forum will need to be able to demonstrate geographical balance in its participation and governance. The Community Forum is expected to be larger than the present NMB, it is proposed that governance arrangements specific to the NMB Community Forum (NCF) provide for a requirement that community representatives are selected equally from each of the four quadrants surrounding Gatwick (North, South, East and West).
30. RSi thanked the Committee for its work and proposed that NMB, while recognising that more work is needed, should use this model to build from. NMB accepted this recommendation.
31. NMB also agreed with the Committee's recommendation that it be permitted to continue its work in developing the revised Terms of Reference for the NMB.
32. The NMB Chair thanked the Committee for its presentation and invited NMB comments and discussion to provide feedback to inform the Committees further work.
33. He also proposed that NMB plan to use 13th March 2019, for an Ad-Hoc meeting of the NMB at which the draft Terms of reference for the NMB's new structure could be discussed in detail and permit any further refinements to be finalised and provided to NMB at least 7 days before NMB/14 in May, when the NMB will be asked to adopt the changes to its constitution. The March date has also been reserved for an NMB Workshop, after some discussion, the proposal to add an Ad-Hoc meeting of the NMB was accepted.
 - a. CL argued strongly that the sub-committee's work should be accelerated, noting that the original indicative timetable was for its work to have been completed by NMB/13. He proposed that the sub-committee finalise its work by mid-February, that the ad hoc meeting on 13 March should be the final meeting of the current NMB, and that the new NMB should meet as soon as possible thereafter, if agreement on it could be reached. No conclusion was reached, so the timetable for its work will be discussed by sub-committee members.
34. A comprehensive debate on the Committee's briefing was conducted, providing feedback to the Committee on its conclusions and recommendations, and informing the focus of its further work.
35. The Committee advised NMB that it plans to meet a further 3-4 times to develop its more detailed recommendations before the NMB Ad-Hoc meeting on 13th March 2019.
36. The Committee also welcomed NMB's noting of its report and recommendations of 28th November (NMB/13 WP03) and the updated position (NMB/13 IPO5).
37. As regards the feedback to the Committee from NMB/13, the Committee noted that
 - a. CNG identified several key points that they wish to see addressed;
 - i. Noise Targets - the NEX should commit to setting appropriate and agreed noise reduction targets, which the NMB Implementation Group are charged with delivering.
 - ii. Issue Escalation - although the Committee has proposed wording to ensure that future disputes and issues can be escalated, the wording requires further review to ensure it is robust.
 - iii. NEX Chair - given the proposed NMB Exec structure, the Chair must be independent. Whilst acknowledging that the position needs to be salaried, the fact that the Chair is paid by Gatwick could in the view of CNG call his/her independence into question. There was some discussion on whether the Chair could be Government funded, with GAL providing funding to

- Government. DfT (IG) reported that such an arrangement would not be considered by DfT.
- iv. CAP1616 airspace changes - given the significance to NMB, it was suggested that this principle and the proposed wording needed to be road-tested under a number of potential scenarios to ensure it was fully fit for purpose.
 - b. CNG are also keen that the topic specific workshops and working groups continue, and that reasonable resources are made available to support these efforts.
 - c. The resolution of all possible scenarios in the NMB ToR would be challenging, the option of retaining the review committee as a standing entity to be tasked from time to time, was discussed. Should there be a difference of views, for instance on interpretation of the application of CAP1616 to the NMB's work, the committee could be asked for guidance.
 - d. When discussing the NEX structure, the question of whether GATCOM is a "community group" was considered, TC explained that GATCOM is constituted to meet the requirements of Section 35 of the Civil Aviation Act 1982 for an airport "to provide adequate facilities for consultation with respect to any matter concerning the management or administration of the airport which affects the interests of users of the airport, local authorities and any other organisation representing the interests of persons concerned with the locality in which the airport is situated".
 - e. TC further explained that the members of the committee are drawn from three broad groups:
 - i. Users: travel and tourism industry, aviation industry including airlines, passengers
 - ii. Local authorities: all those whose boundary abuts Gatwick Airport or the M23 spur road
 - iii. Local interest groups: groups representing local people affected by the airport's operations including environmental and noise groups, business and economic groups and employees
 - f. On that basis GATCOM is not a Community group at NMB, it represents a much wider set of stakeholder interests. TC confirmed that GATCOM should still be represented on the proposed NMB Executive Board.
 - g. Lastly, CL, welcomed the Review Committee's proposed Vision and Mission Statements, but suggested that these required further bilateral discussion to ensure a common understanding and interpretation of key words and phrases."
 - h. . IG reported that the Minister has confirmed that GAL complies with current Government Policy.

Agenda item 4: NMB Workplan 2019/2020 Final Draft

- 38. The discussion of the Workplan topic was held out of sequence at the request of Members, to permit an earlier discussion of the AoB item on Code of Conduct
- 39. NM introduced the draft Workplan (NMB/13 IP11). The NMB strategy embodied within the 2019/2020 Workplan focuses on achieving and sustaining a downward trend in noise disturbance and in the numbers of noisier flights; so-called outliers. These incremental noise reductions will be achieved through further improvements to operational and engagement strategies, and through the practical validation of new and innovative technologies and operational techniques, themselves designed to reduce noise disturbance from every flight. The activities captured within the workplan will target both arrivals and departures and be progressed within and beyond the lifetime of the plan.

40. The current 2017/2018 NMB Workplan will be superseded by a new programme to take effect at the beginning of the 2019/2020 financial year. NMB was not asked to adopt the Workplan, but to note that the feedback received has been addressed and either adopted, or where rejected, the reasons are set out in the paper. The Chair asked members to identify any elements of the plan that in their view are still missing. The proposals for the new work plan are focussed on the need to:
- Improve the balance between Departure and Arrival initiatives
 - Reduce the number of workplan activities prioritising those than can potentially deliver real noise improvement, carrying forward some activities from the current plan
 - Finalise the workplan and the schedule for NMB workshops in 2019
41. AF asked whether the Land Use Planning (LUP) work item is appropriate for NMB, suggesting that councils are better placed to take this forward, and that the airport, rather than the NMB should be responsible. Noting that LUP is a core principle of the balanced approach to the management of aircraft noise, both HC and LK felt that LUP should continue to be a part of the NMB Workplan, TC could also see the value of inviting planners to GATCOM to present their perspectives on the challenges of addressing conflicting obligations when considering planning applications. IJ supported the suggestions made by HC, LK and TC. IG also supported NMB engagement in LUP, looking at the overall impact of noise.
42. The discussion also included interventions suggesting that in addition the workplan consider several additional topics including:
- a. Late arrivals management and correction
 - b. Combining LUP work with compensation considerations
 - c. More ambitious incentivisation of the use of quieter aircraft
 - d. An analysis of options for and effects of removing or varying the current noise abatement policy which requires aircraft to join the ILS more than 10nm from the airport at night.
43. NM agreed to take each of these issues into consideration when developing the next iteration of the Workplan. NMB was reminded that the Review Committee's recommendations (NMB/13 IP06) include reference to CAP1616 and that planned permanent redistribution of traffic is expected to be outside the normal remit of NMB in future. And that such a change to the ILS joining point would following changes to CAP1616, now need an Airspace Change Process, further noting that while some CNG support such a change subject to analysis, that conversely, CAGNE has consistently expressed opposition to any change in the night time joining point.

Agenda item 5. Any other Business

44. Code of Conduct. Prior to addressing agenda item 4 the NMB workplan, at 16:00 NMB agreed to discuss the findings and recommendations of the Code of Conduct investigation that followed two separate conduct complaints against CAGNE. The NMB was provided with the report (NMB/13 IP06) detailing the findings and recommendations of the Chairman and Secretary. In addition to the recommendations included in NMB/13 IP06 which were accepted, NMB also agreed on further measures, noting the objective of drawing the matter to a close, to:
- a. Request CAGNE to apologise to NMB for CAGNE's part in the breach of the NMB Code of Conduct and,
 - b. that CAGNE retract its remarks related to the establishment of the NMB Review Committee.
 - c. a timescale of two weeks from NMB/13 (thus January 23rd) was considered sufficient to permit CAGNE to consider its options and to respond.

- d. NMB further agreed that it could revisit the issue at the NMB Ad-Hoc meeting in March
45. CL proposed that CAGNE should apologise and retract its statements in a manner and form to be agreed by the CNGs, the Secretary accepted an Action: **NMB/13 Action 5**, the Secretary agreed to coordinate with AF the process by which the CAGNE apology and retraction is handled.
 46. NMB noted that the recommendations adopted in NMB/13/IP06 include the establishment of an NMB Standards and Ethics Committee. **NMB/13 Action 6** to create a standing NMB Standards and Ethics Committee.
 47. Regarding NMB/13 IP07, the report of the Heathrow Airport impact on Gatwick route 3 departures, MW reminded NMB not to lose sight of the scope to raise the initial climb limits to 5000 feet, while acknowledging that the contingent evaluations at Heathrow are not yet completed. AS supported this view but advised that because this airspace change will be a part of FASI-S this is not likely to be introduced before FASI-S implementation in 2024.
 48. NMB requested a report on the conclusions of the Heathrow evaluations. **NMB/13 Action 7** GAL to advise NMB when the LHR work impacting Gatwick Route 3 has been completed.
 49. NMB was also advised of the growth and noise meeting scheduled for Monday 14th January between CNG and GAL, for which NMB/13 IP26, 27 and 28 had been prepared. CL asked the NMB to consider, if GAL had not defined the series of growth and noise processes and outcomes with 6 weeks of NMB/13, that the NMB Chairman should write to the Secretary of State requesting his intervention.
 50. SM pointed out that GAL had responded to the CNG requests on growth and noise and had prepared detailed analysis also provided to NMB (see above), noting that this complex topic had already come a long way, but that the language is still insufficiently mature. NMB was also reminded that the Aviation Minister has already confirmed that GAL complies with current Government Policy. The Secretary of State would therefore have no role to play in the discussion. CL's proposal was therefore not accepted by NMB.
 51. The Chairman thanked all members for their patience and contributions and closed the meeting at 17:30.

Schedule of NMB Meetings

The following NMB Meetings dates have now been confirmed:

- | | |
|---------------------------|---------------|
| ○ NMB FASI-S Workshop tbc | 13 March 2019 |
| ○ NMB Ad-Hoc | 13 March 2019 |
| ○ NMB/14 | 08 May 2019 |

Attendance List NMB/13	Member	Representative
Air Navigation Solutions	Markus Biedermann	(MB)
Airline Operators Committee	Douglas Moule	(DM)Department for
Transport	Ian Greene	(IG)
Gatwick Airport Limited	Andy Sinclair	(AS)
NATS	Ian Jopson	(IJ)
GATCOM	Tom Crowley	(TC)
East Sussex County Council	Rupert Simmons	(RSi)
Kent County Council	Michael Payne	(MP)
Surrey County Council	Helyn Clack	(HC)
West Sussex County Council	Liz Kitchen	(LK)
Community Noise Group Pairs Member/Alternate		
HWCAAG/APCAG	Richard Streatfield*/Ilan Hare*	(RS/IH)
Plane Wrong/CAGNE	Mike Ward*/ Jane Vogt	(MW/JV)
ESSCAN/TWAANG	Dominic Nevill* Irene Fairbairn	(DN/IF)
PAGNE/GON	Atholl Forbes* Martin Barraud	(AF/MBa)
CNG Coordinator	Charles Lloyd	(CL)
* CNG Speaking role		
Noise Management Board		
Chairman	Bo Redeborn	(BR)
Secretary	Graham Lake	(GL)
NMB Assistant (GAL)	Vicki Hughes	(VH)
Observers and Presenters		
ANS	Paul Diestelkamp	(PD)
ERM	Steve Mitchell	(SM)
Gatwick Airport Limited	Tim Norwood	(TN)
Gatwick Airport Limited	Marcia Arnold	(MA)
Helios	Katie Mathias	(KM)
Helios	Nick McFarlane	(NM)
NATS	Robin Clarke	(RC)
To70	Ruud Ummels	(RU)
Apologies		
CAGNE	Sally Pavey	(SP)
Civil Aviation Authority	Mark Simmons	(MS)

Summary of Actions

<i>NMB/13</i>	<i>Action</i>	<i>Due</i>	<i>Responsible</i>
<i>ACTION 1</i>	For GDPR purposes, GAL to prepare an NMB Privacy Statement for publication on the NMB web pages.	<i>February</i>	<i>GAL</i>
<i>ACTION 2</i>	Circulate to NMB the PAGNE response to NMB/12 IP12	<i>February</i>	<i>Secretariat</i>
<i>ACTION 3</i>	Helios to convene a meeting with CNG to discuss RNN conditions and responses	<i>NMB/14</i>	<i>Helios</i>
<i>ACTION 4</i>	GAL to highlight to NaTMAG the ongoing views expressed by Plane Wrong regarding Route 4 Track keeping.	<i>February</i>	<i>GAL</i>
<i>ACTION 5</i>	NMB Secretary to coordinate with AF the process by which the CAGNE apology and retraction is handled.	<i>March</i>	<i>NMB Secretary</i>
<i>ACTION 6</i>	To create a standing NMB Standards and Ethics Committee.	<i>NMB/14</i>	<i>Secretariat/Review Committee</i>
<i>ACTION 7</i>	GAL to advise NMB when the LHR work impacting Gatwick Route 3 has been completed and if available to provide access to the report	<i>NMB/15</i>	<i>GAL</i>

Annex 1. Meeting Documentation NMB/13

NMB/13	Agenda #	
		WORKING PAPERS
WP01		NMB/13 Proposed Agenda
WP02	1	NMB/12 Draft Minutes for Ratification
WP03	1	NMB Review Sub-Committee Recommendations
WP04		Reserved
		INFORMATION PAPERS
IP01		NMB/13 Meeting Documentation v2
IP02		Preview of NMB/13
IP03	2	NMB/12 Matters Arising: Action List
IP04	2	NMB Ad-Hoc Meeting Notes November 28 2018
IP05	3	NMB Review Committee Report to NMB/13
IP06	AoB	Code of Conduct Report
IP07	2	Report of Heathrow Airport Impact on Gatwick Route 3 Departures
IP08	2	NMB/12 Action 3 airline engagement resource allocation
IP09		ILS Joining Point Report November 2018
IP10	4	NMB Implementation Report
IP11	4	NMB Work Plan 2019/2020
IP12		Airline Noise League Table update
IP13	2	Departure SIDs Study update (TRAX)
IP14	4	NMB Workplan Implementation Steering Group Minutes September
IP15	4	NMB Workplan Implementation Steering Group Minutes October
IP16	4	NMB Workplan Implementation Steering Group Minutes November
IP17		GATCOM Minutes (Draft)
IP18	4	Low Noise Arrivals KPI development – progress update
IP19	4	Reduced Night Noise Trial Update
IP20		NMB Public Meeting Presentation NMB
IP21		Reserved Persistent Complaints
IP22	4	FPT Quarterly report Q3 2018
IP23		Draft Minutes NatMAG November 2018
IP24	4	DfT Aviation Strategy Green Paper
IP25		ILS Joining Point Report December 2018
IP26	4	Ambient Noise Study Report
IP27	4	Gatwick Review of Noise Metrics
IP28	4	Review of Government Noise Policy 2003 - 2018
IP29		Review of NMB/13
		External PAPERS
FL01		
FL02		